

WISCONSIN DEPARTMENT OF HEALTH AND FAMILY SERVICES
Division of Health Care Financing
1 W. Wilson St.
Madison WI 53702

To: FoodShare Wisconsin Handbook Users

From: Jim Jones, Director
Bureau of Eligibility Management

Re: **FS Handbook Release 06-02**

Release Date: 06/01/06
Effective Date: 06/01/06

**EFFECTIVE
DATE**

The following policy additions or changes are effective 06/01/06, unless otherwise noted. **Bold text denotes new text. Text with a strike through it in the old policy section denotes deleted text.**

**UPDATED
SECTIONS
OVERVIEW
POLICY
CHANGES**

The following sections were edited in this release:

2.1.3.5

Clarification was made to the following policies.

Note: **Even if a household has an authorized representative**, FTF interviews may be waived and a telephone interview conducted, for households in which all members are elderly or disabled and have no earned income. Workers are not required to query these households **or their authorized representative** to determine if they have any additional hardship that might make them eligible for a FTF interview waiver.

Document on CARES screen CMCC the reason a FTF interview was waived. When a FTF interview is waived, a telephone interview must be completed. **This includes priority service applications.**

3.4.1

The following policy and Example is not new, it was only rewritten

Persons moving to Wisconsin from another state are not eligible to receive duplicate FS benefits. States typically issue benefits on either a calendar or fiscal month. A fiscal month cycle provides benefits from a date in one month to a corresponding date in the next month. California (Fresno), Massachusetts, Nevada and South Dakota issue on a fiscal month cycle. Illinois issues benefits by calendar month (first day through the last day of the month) and by fiscal month (16th through 15th). Wisconsin issues on a calendar month cycle.

Example: In early October, a FS group moves to Wisconsin from Illinois. Prior to the move, Illinois issued the group's FS on a fiscal month cycle. It was an allotment for September 16 through October 15. The FS group applies in Wisconsin on October 10. The last day the group is considered an Illinois FS group is October 15. If determined eligible, the first day the group would receive FS from Wisconsin would be October 16.

Workers should contact the other state, to verify the FS end date.

3.17.1.1

Clarification was made regarding procedures for NCPs.

If it becomes known at application, review or report of change that an applicant or recipient is a non-custodial parent, contact the CSA by telephone, e-mail, fax or other means of communication and ask for the person's cooperation status. The CSA will respond within seven days. **The status of a FS applicant's cooperation as determined by another state is not used to determine FS eligibility in WI. Child support cooperation must be determined by the State of WI.**

4.2.1

Do not test a categorically eligible FS group against the FS asset, gross income and net income limits. Calculate the group's net income to determine its allotment amount. **Continue to verify residency and sponsored alien information because JobNet does not collect this information.**

4.6.7.1

Do not allow in-kind payments as a shelter deduction. This includes arrangements such as receiving free rent for providing child care or other services. In these situations, no rent deduction is allowed, no income is counted and no childcare deduction is allowed.

7.2.1

The State of Ohio converted from a smart card to a magnetic stripe EBT system for the FS program on March 27, 2006. Wisconsin QUEST cardholders should be able to use their cards in Ohio stores and Ohio cardholders should be able to use their cards in Wisconsin stores.

8.1.5

Wisconsin has received approval from the Federal Nutrition Service (FNS) to increase our Standard Utility Allowances (SUA) due to energy price increases. Effective July 1, 2006, the heating (HSUA), limited (LUA) and electric (LUA) standards will change. Table updates are included in this release (8.1.5).

The annual FoodShare (FS) cost of living adjustments (COLA), gross and net income limits, allotment tables, standard deduction amounts, excess shelter expense deductions and standard utility allowance (SUA) deductions that occur every October 1st will continue.

An additional table was added to show the new SUA amounts which are effective July 1, 2006 through September 30, 2006.

8.1.6

Clarification for the divestment date was made. **Effective through 10/22/04, due to change in asset policy.**

8.3.2

Clarification was made on existing policy.

Homelessness is no longer one of the criteria for priority service/expedited issuance eligibility.

If a person is eligible for priority service, s/he must be scheduled for a face to face (FTF) interview the same or next working day. **FTF interviews may be waived and a telephone interview conducted under certain circumstances and for specific types of households (2.1.3.5).**